



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
DIVISION OF VOCATIONAL AND ADULT EDUCATION  
**SELF MONITORING REPORT – VOCATIONAL EDUCATION**

School District Name:

County-District Code:

District Vocational Education Contact:

Form Due Date:

**SEPTEMBER 15**

**Directions**

1. Respond to each Program Standard by placing a checkmark in the appropriate boxes. **Responses are required on each item.** Where appropriate, you will need to provide additional information either on the form or by attaching the appropriate documentation.
2. The report, along with the appropriate attachments, should be mailed to: Coordinator, Vocational-Technical Education, Missouri Department of Elementary and Secondary Education, PO Box 480, Jefferson City, Missouri 65102-0480.
3. If you have any questions, call the Coordinator, Vocational-Technical Education at (573) 751-3500.

**Assurances**

The authorized representative assures the Department of Elementary and Secondary Education that the information presented in the report is correct and accurate.

Authorized Representative

Date

**Program Standards****PROGRAMS**

**All students have access to a full range of vocational education programs, services and activities either within the district or through the area vocational school.**

Students have access to the following vocational education programs either through the district or the area vocational school: **[Check (✓) those that apply.]**

	District	AVS
<input type="checkbox"/> Agriculture Education	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Business Education	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Family and Consumer Sciences	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Health Sciences Education	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Marketing and Cooperative Education	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Trade and Industrial Education	<input type="checkbox"/>	<input type="checkbox"/>

**CAREER AND TECHNICAL STUDENT ORGANIZATIONS (CTSOs)**

**Career and technical student organizations for each approved vocational education program are in place as intra-curricular instructional methods.**

The district has the following career and technical student organizations (CTSOs):

DISTRICT CTSOs	NUMBER OF PARTICIPANTS
DECA	
FBLA	
FCCLA	
FFA	
SkillsUSA-VICA	

The career and technical student organizations offer student developmental opportunities/activities related to: **[Check (✓) those that apply.]**

- ☐ - leadership skills
- ☐ - occupational competency
- ☐ - community service
- ☐ - school service

## Curriculum

**Competency based curriculum has been implemented to meet the diversified needs of all students and prepare them for entry into the workplace and/or continued education.**

All curriculum guides for vocational education classes offered by the local district include all of the following components:

- ☐ YES ☐ NO - Rationale
- ☐ YES ☐ NO - Course description
- ☐ YES ☐ NO - Graduate goals
- ☐ YES ☐ NO - Measurable learner objectives
- ☐ YES ☐ NO - Instructional activities
- ☐ YES ☐ NO - Assessments, including performance based assessments
- ☐ YES ☐ NO - Cross-referenced to the Show-Me Standards
- ☐ YES ☐ NO - Full alignment
- ☐ YES ☐ NO - Board approval

Describe the Instructional Management System (IMS) used in all vocational education programs/courses in the district to record and report student achievement based upon demonstrated performance and competency measurement. **[Note any programs that do not use an IMS.] Attach a separate sheet if necessary.**

## Transition

**Vocational education programs provide students with assistance in the transition to the workplace and/or continued education.**

Students in vocational education programs provided by the district are assisted in transitions to the workplace or continued education through one or more of the following: **[Check (✓) those that apply.]**

- ☐ - experiential education
- ☐ - cooperative education
- ☐ - internships
- ☐ - apprenticeships
- ☐ - job shadowing
- ☐ - job placement services
- ☐ - other: \_\_\_\_\_

List those vocational education programs in the district that have written articulation agreements and/or dual credit arrangements with postsecondary institutions, and the name of the postsecondary institution.

**[Please note: For the purposes of meeting this indicator, a written articulation agreement and/or a dual credit arrangement must be listed for each DESE approved program/course. The dual credit arrangement must be in a vocational education program area or course of study. A dual credit arrangement for general studies is not acceptable for meeting this indicator.]**

## Evaluation

### **The district implements an accountability system to assess student progress and program effectiveness.**

The written plan to evaluate the effectiveness of vocational education programs includes:

- ☐ YES ☐ NO - measurable objectives identified for each vocational education program
- ☐ YES ☐ NO - established performance measures for each measurable objective
- ☐ YES ☐ NO - an acceptable level of performance has been determined for each measure
- ☐ YES ☐ NO - an established procedure for gathering, analyzing and reporting data relevant to each measure of performance
- ☐ YES ☐ NO – an established procedure for reporting the outcomes and corrective action (if necessary) for all measurable objectives of each vocational program

### **Attach a copy of the district's plan to evaluate vocational education programs.**

The following improvements have been made to vocational education programs over the last three years as a result of program evaluation(s): **Attach a copy of the most recent evaluation report for vocational education programs.**

Describe how the plans for improvement of vocational education programs are included in the district's Comprehensive School Improvement Plan (CSIP). **Attach relevant information from the district's CSIP.**